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RS-M-4
19 August 1953

REFERENCE SUBCOMMITTEE OF THE ADVISORY COMMITTEE ON FOREIGN
LANGUAGE PUBLICATIONS.

Minutes of Meeting held in Department of State, Division of Library
and Reference Service, Room 205, State Annex No. 1, 0930-1200 hours.

PRESENT:
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[REDACTED] CIA Librarian, Chairman
[REDACTED], CIA Library, Secretary
[REDACTED] CIA
[REDACTED] CIA

Lt. Col. George G. Maxfield, Doc. Ly., G-2
Miss Monica H. Kaech, Doc. Ly., G-2
Miss Virginia M. Floyd, Doc. Ly., G-2
Mrs. Carol H. Rountree, Doc. Ly., G-2
Mr. Arthur B. Berthold, IR, State
Mr. Lewis M. Bright, IR, State
Mr. Yale O. Millington, IR, State
Mr. Roger R. Gifford, IR, State
Captain Robert C. Laidlaw, D/I, USAF
Mr. Anthony V. Krochalis, ONI
Mr. Walter E. Larson, ONI

Approval of Minutes.

1. Action: The minutes of the meeting of 15 July 1953
(RS-M-3) were approved.

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The Chairman of this Working Group will give a progress report to the Chairman, Reference Subcommittee, on its activities prior to the meeting of 14 October 1953.

Library Capabilities.

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5. [REDACTED] and Captain Laidlaw reported on current negotiations between AFOIN and CIA regarding the indexing of Air Force documents by the CIA Library. Subject and area code numbers will be placed on the master ozalid and reproduced on all distribution copies to facilitate headquarters and field filing and indexing.

Mr. Krochalis reported that ONI has been studying filing systems with a view toward revamping their present system.

Procurement and Exploitation Subcommittees.

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6. [REDACTED] reported that activation of the Procurement Subcommittee hinges on the outcome of negotiations concerning CIA support of the foreign publications procurement program. The Exploitation Subcommittee is taking a country by country approach to the foreign language publication problem. Minutes of the Reference Subcommittee meetings will be exchanged with these subcommittees.

Department of State, Division of Library and Reference Service.

7. Mr. Barthold and his staff conducted the group on a tour of the State Library.

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[REDACTED]
Secretary
Reference Subcommittee

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